

August 6, 2014: Minutes of the Rockport Library Trustees

Attendees: Rob Audano, Camilla Ayers, Holly Frithsen, Lana Razdan

Meeting Commenced: 10:00am

1. **Minutes of July 9, 2014 reviewed and approved**
2. **Staffing** – Staff members are taking vacation time and coverage has been arranged for the Outreach Program. Eric Graham, Director of the MVLC, will be meeting with all library staff at 10am on August 18, 2014.
3. **Programming** – Speaker series will be ending in September. Library Board of Trustees will be reviewing a request from Toad Hall for additional speakers in the months of October, November and December.
4. **Budget** – a transfer of \$18,000.00, unused funds from Library Director salary account, to the Town of Rockport was approved
5. **Buildings/Grounds** –DPW was notified of an obstruction in plumbing. Bids for new emergency lighting will be submitted within the next two months. Tim Olson will be contacted regarding the installation of new fire escapes.
6. **Paintings** – paintings by Karen Dow, in memory of Eleanor Hoy's daughter, have been hung in the library
7. **Technology** – Balsam inspected wireless system for possible issues with the access point on main floor. No problems were found; however, this situation will continue to be monitored.
8. **Children's library** – The new library director will review a request from Carol Bender who would like to change the hours of the children's library.
9. **Librarian Search Process** –Trustees revised the current job description for a new library director. These changes will be brought to the Personnel Board for approval on August 25, 2014.
10. **Gift fund**- Donations, in Hope Coffman's memory, will be placed in the Rockport Library gift fund

Next Meeting: Wednesday, September 10, 2014 at 3:30 pm

Meeting Adjourned: 11:15am